



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

"Jefferson County: Responsible government  
advancing quality of life"

**\*REVISED 10-20-2014**

## MEMORANDUM

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** October 16, 2014

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of October 20, 2014

<b>October 20, 2014</b> <b>Monday</b>	Intercounty Coordinating Committee (ICC)	9:30 a.m.	Columbia County Law Enforcement Center 711 E. Cook St, Portage
<b>October 21, 2014</b> <b>Tuesday</b>	Human Resources Committee	8:00 a.m.	Jefferson County Courthouse Rm 112
<b>October 22, 2014</b> <b>Wednesday</b>	Criminal Justice Collaborating Council (CJCC)	12:00 p.m.	Jefferson County Courthouse Rm 202
<b>October 23, 2014</b> <b>Thursday</b>	<b>*Community Action Coalition for South Central WI</b>	<b>6:00 p.m.</b>	<b>Pro Health Clinic</b> <b>210 N.W. Barstow St, Waukesha</b>
	Historic Sites Preservation Commission	6:30 p.m.	Hebron Community Center N2313 County Road D, Fort Atkinson
<b>October 24, 2014</b> <b>Friday</b>	<b>*Law Enforcement and Emergency Management Committee (Agenda added)</b>	<b>8:30 a.m.</b>	<b>Jefferson County Courthouse</b> <b>Rm 112</b>
<b>October 25, 2014</b> <b>Saturday</b>	No Scheduled County Meetings		
<b>October 26, 2014</b> <b>Sunday</b>	No Scheduled County Meetings		



(Updates in Process)

**Officers:**

Chairman

Russell Kottke  
Dodge County  
W8542 Laurel Hill Road  
Fox Lake, WI 53933

Vice Chairman

Andy Ross  
744 S. Main Street  
Poynette, WI 53955

Secretary / Treasurer

Dodge County UW-Extension  
127 E Oak Street  
Juneau, WI 53039

**Member Contacts:**

Columbia County

Vern E. Gove  
400 Dewitt Street  
Portage, WI 53901

Dodge County

Russell Kottke  
W8542 Laurel Hill Road  
Fox Lake, WI 53933

Green Lake County

Jack Meyers  
N 665 Fountain Lane  
Dalton, WI 53926

Jefferson County

Jim Schroeder  
539 E Reinel St  
Jefferson, WI 53549

Marquette County

Bob Miller  
N1305 18<sup>th</sup> Rd  
Dalton, WI 53926

Sauk County

Marty Krueger  
346 Warren Avenue  
Reedsburg, WI 53959

**Mailing Address:**

UW-Extension  
127 E Oak Street  
Juneau, WI 53039

# Intercounty Coordinating Committee

**Columbia, Dodge, Green Lake, Jefferson, Marquette & Sauk Counties**

## MEETING AGENDA & PROGRAM

<b>DATE:</b>	10/20/14
<b>TIME:</b>	9:30 am
<b>PLACE:</b>	Columbia County Law Enforcement Center, <b>711 E. Cook Str.*</b> , Portage, WI in the Community Meeting Room (* note alternative meeting location)

<b>9:00 AM</b>	<b>Gathering</b>
<b>9:30</b>	<p><b>Pledge of Allegiance</b></p> <p><b>Certification of Open Meeting Notice</b></p> <p><b>Adoption of Agenda</b></p> <p><b>Approval of Previous Meeting Minutes</b></p> <p><b>Approve 2014-2015 ICC Program Topics &amp; Schedule</b></p> <p><b>Update of county issues – WCA</b></p> <p><b>Open discussion of county issues</b></p> <p><b>Program Topic: County Security and Safety</b></p> <p><i>Presenter: <b>Pat Beghin, Columbia County Emergency Management Director</b></i></p> <p><i>Panel: <b>Feedback and comments from County Emergency Management Directors</b></i></p> <p><b>Open discussion of county issues</b></p> <p><b>Employee Leadership Training for Government</b></p> <p><b>By Barb Martin, Madison College (formally MATC)</b></p> <p><b>Adjourn</b></p>

## **Agenda**

**Human Resources Committee  
Jefferson County Courthouse  
311 S Center Ave, Room 112  
Jefferson, WI 53549**

**October 21, 2014 @ 8:00 a.m.**

Committee Members: James Braughler, Chair; Greg David, Secretary; Jim Mode, Vice-Chair; Paul Babcock; and Michael Wineke

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments
6. Approval of September 30, 2014 minutes
7. Communications
8. Monthly Financial Report
9. Report on Reclassification results, per Personnel Ordinance HR0210, Amendment and Maintenance of the Classification Plan
10. Consideration to amend HR0120, Differences for Sworn, Non-Represented Law Enforcement Employees, to address equity in promotions to Sergeant
11. Consideration of a pay adjustment for Sergeants, Captains and/or Chief Deputy for 2014
12. Review of Resolution 2004-50 and possible recommendation for amendment to insurance coverage for active military employees and their families
13. Review of Resolution 2004-51 and possible recommendation for amendment to vacation accrual for employees on active military duty
14. Report on HIPAA Privacy Audit
15. Consideration to amend Personnel Ordinance HR0360, Hours of Work, Overtime and Compensatory Time, increasing Field Training Officer pay for Communication Operators
16. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(b), consideration of employee discipline
17. Reconvene into open session for consideration and possible action regarding items discussed in closed session
18. Set next meeting date and agenda
19. Adjournment

**Next scheduled meeting: November 18, 2014 @ 8:30am.**

The Committee may discuss and/or take action on any item specifically listed on the agenda

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.**

# AGENDA

## JEFFERSON COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse

**Room #202**

311 S. Center Avenue

Jefferson, WI 53549

**October 22, 2014 at 12:00 noon**

### *Committee Members*

*Randy Koschnick*  
*Circuit Court Judge*

*Jim Schroeder*  
*County Board Chair*

*Susan Happ*  
*District Attorney*

*Paul Milbrath*  
*County Sheriff*

*Carla Robinson*  
*Clerk of Courts*

*John David*  
*Mayor – City of Watertown*

*Jeffrey De La Rosa*  
*Public Defender's Office*

*Crystal Reynolds*  
*Department of Corrections*

*Ben Wehmeier*  
*County Administrator*

*Kathi Cauley*  
*Human Services Director*

*J. Blair Ward*  
*Corporation Counsel*

*Lynn Forseth*  
*Literacy Council Executive Director*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from September 24, 2014 meeting.
5. Public comment.
6. Nominations for two positions:
  - a) Police Chief & Sheriff's Association
  - b) Education Representative
7. Update on JCATC.
8. Update on pretrial SCRAM.
9. Coordination with Recidivism Council and other agencies.
10. Future meeting dates:

December 3, 2014	12:00 noon
January 28, 2015	12:00 noon
February 25, 2015	12:00 noon
March 25, 2015	12:00 noon
11. Adjourn.

*The Committee may discuss and/or take action on any item specifically listed on the agenda.*

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**Community Action Coalition for South Central Wisconsin, Inc.**  
**Board Meeting Agenda**  
**October 23, 2014**  
**Pro Health Clinic Family Practice (Lower Level)**  
**210 N.W. Barstow Street**  
**Waukesha, WI**

**6:00 pm – 8:00 pm**

**Please note: light supper will be provided at 5:30 pm**

- 1. Call to Order**
- 2. Roll Call and Determination of Quorum**
- 3. Consent Agenda**
  - A. Approval of Agenda**
  - B. Approval of Minutes for the Board Meeting of September 22, 2014**
- 4. Executive Director's Report (Fred Schnook)**
- 5. Finance Committee Report (Bob Salov)**
  - A. Approval of September Financial Statement (Action Needed)**
- 6. Plans, Program and Development Committee Report (Walt Christensen)**
  - A. Approval of President's Day 2015 Fundraiser (Action Needed)**
- 7. Personnel Committee Report**
- 8. President's Report (V. Richard Wildermuth)**
  - A. Board Orientation**
  - B. Distribution of Conflict of Interest and Code of Ethics Forms**
  - C. Next Meeting Date and Location**
- 9. Sharing by Board Members who volunteered for Koats for Kids**
- 10. Collection of Distributed Forms by the President**
- 11. Adjournment**

*Please notify V. Richard Wildermuth if you are unable to attend. He may be reached at 608-819-0031 or [tbmauctioneer@yahoo.com](mailto:tbmauctioneer@yahoo.com). If you need an interpreter or other special accommodations please let Fred Schnook know at 608-246-4730 Ext. 217 or [fschnook@cacscw.org](mailto:fschnook@cacscw.org) at least 3 business days before the meeting.*

**Agenda**  
**Jefferson County Historic Sites Preservation Commission**  
**Hebron Community Center**  
**N2313 Cty. Road D, Fort Atkinson, WI 53538**  
**Commission Meeting at 6:30 p.m.**  
**NRHP Meeting to follow at 7:00 p.m.**  
**Thursday, October 23, 2014**

Commission Members:     Cindy Arbiture, Chair  
                                     Robert Birmingham Vice-Chair  
                                     Kathleen Woodbury, Secretary  
                                     Ed Morse, Jefferson Co. Board Representative  
                                     James Levy  
                                     Michael Opager  
                                     John Molinaro

1. Call to Order
2. Roll Call
3. Certification of compliance with the Open Meeting Law
4. Review of agenda
5. Approve the meeting minutes of September 25, 2014
6. Communications
7. Citizen Comments

Old Business

8. James Levy appointment to Commission, term ends Nov. 15, 2014 - Ed
9. Annual JCHSPC public meeting, Spring 2015 - Cindy
10. Future meeting date – November 20, 6:30 p.m., at UWEX, Jefferson, Rm. 8
11. Future agenda items
  - Website edits - James

**NRHP meeting to follow at 7:00 p.m.**

12. Joe DeRose, Survey and Registration Historian, Division of Historic Preservation and Public History - Presentation about National Register of Historic Places program.
  - a. Local, and State Register of Historic Sites explained
  - b. Questions from property owners
  - c. Edits to Historic Surveys, process explained
13. Meeting adjourned

Jefferson County  
Law Enforcement/Emergency Management Committee  
Courthouse, Room 112 / 311 S Center Avenue/ Jefferson WI 53549

Friday, October 24, 2014 @ 8:30 A.M.

Committee Members: AL Counsell, Kirk Lund, Dwayne Morris, Amy Rinard, Michael Wineke

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review the Agenda
5. Communications
6. Citizen Comments
7. Approval of Minutes from the July 25, 2014 Meeting
8. Designating Fees for Maintenance and Board for County Jail Prisoners in the Annual County Budget
9. Jefferson County Slow/No Wake Ordinance
10. 2013 Emergency Management Budget
11. Current Projects
  - a. Level IV Hazmat Team
  - b. Johnson Creek Child Safety Fair Booth
  - c. New Off-Site Plan site Visit – Reguis Rubber – Waterloo
  - d. Hazmat Spill Response Paperwork/Follow-up
  - e. Vacation 8/25-9/1/14
  - f. Continuity of Operations – Jefferson County Court System
  - g. 2015 Budget
  - h. Working with Dodge County on an exercise series for a passenger train derailment
  - i. Jefferson County FFY 2014 Plan of Work
  - j. Acquisition and Demolition Project
  - k. September is National Preparedness Month informational releases
  - l. STEP (Student Tools for Emergency Planning) Information to Schools.
  - m. Continuity of Operations Plan
  - n. FFY 2015 Plan of Work Negotiations
  - o. Flood Mitigation Acquisition Grant Program
  - p. Working with the State on the WI Haz-mat on line planning and reporting system
  - q. Review Applications/Interviews for Program Assistant Position
  - r. Mass Fatality Plan
  - s. Slow No Wake Ordinance
  - t. Vacation 9/22-9/26/14
  - u. Financial Reporting FFY 2014 Plan of Work
  - v. Acquisition and Demolition Project Audit from State
  - w. Wisconsin Emergency Management Training 9/13-9/14/14
  - x. Wisconsin Emergency Management Association Conference 9/15/14
  - y. Wisconsin Emergency Management Counties & Tribal Meeting 9/16/14
  - z. Wisconsin Emergency Management Training 9/23/14
  - aa. Other meetings, committees, boards, and daily operations
12. Correspondence
13. Time & Place of Next Meeting – Friday, February 28, 2014 at 8:30 a.m.
14. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda

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24 hours prior to the meeting so appropriate arrangements can be made.